

Co-operative Federation of Victoria Ltd
Minutes
Boars Meeting
28 April 2005

PRESENT: T. O'Shea (Chair), N. Black, G. Charles and D. Griffiths.
APOLOGY: D. Dinning

Minutes

That the minutes of the last meeting of 31 March 2005 be approved and signed by the Chairman as a true and accurate record.

M: G. Charles S: N. Black

Financial Statement

The financial statement prepared by Graeme Charles and emailed to directors on 5 April 2005 was noted.

CAV

It was reported that GC and DG met with Director CAV on 15 April 2005 for 40 minutes and there were two main outcomes from the meeting:

First, confirmation that up to \$25,000 will be made available for the further development of australia.coop. Note that this includes overlapping work that progresses co-operative education. Some additional clarifications were requested and these have been provided. Funds are to be expended by June 2005. CFV can, then, apply for a further grant for 2005-06.

Second, CAV will recommend to the Minister that it continue to work with CFV on the development of a co-operative education initiative - using our proposal as a basis for moving forward. Subject to the Minister's response, the next step will probably be for CAV to develop policy in the area - to identify the policy relevance for CAV and the Government.

DG reported that draft funding agreement was received on 15 April 2005 and the Agreement has been forwarded to CAV Director for signature. Grant to be expended by 30 June 2005. Grant is for redesigning australia.coop, updating six publications and developing 10 new case studies.

David Griffiths reported on progress in updating publications and developing case studies:

Updating publications:

The Co-op Dictionary. Current 2nd edition 441 entries. To date there are 100 new entries.

The Co-operative Formation Process: A revised edition has been prepared.

The Co-op Advantage Director Kit: A revised edition is in process - approximately 50% completed.

The Co-operative Formation Decision: A revised edition in process - approximately 50% completed.

Why do co-operatives fail as co-operatives? and **The Co-op Start-Up Manual:** No progress.

New Case Studies

Hopetoun Community Hotel Co-operative Society Ltd: Final draft prepared for consideration by co-op. Includes photos and Rules.

Urban Camp Melbourne Co-operative Ltd: Arranging interview with Patrick Sullivan. Have photos and Rules.

Victorian Bush Nursing: First draft prepared.

Architeam Co-operative: Co-op is preparing draft and forwarding copy of Rules.

Terang Co-operative: Agreed. Meeting to be arranged. Co-op is forwarding history and Rules.

Para Park Co-operative: First draft prepared and forwarded to co-operative for consideration.

It was noted that other case studies under consideration by GC were Capricorn Society, HBF, CBH and WAW Credit Union. It was agreed that Graeme should also prepare case studies on Genetics Australia and the Barossa Community Store.

Subscription Reminder

The Secretary was asked to send out the subscription reminder as possible and no longer wait for signed CAV funding.

Cooperative Auditing Department (Thailand) - visit to Australia.

It was suggested that visits should be made to Genetics Australia and Murray Goulburn Co-operative Co Ltd.

ICA Project

DG reported that this was proceeding.

Legislation Update

David Griffiths reported that there had been no response to his legislative update query to Brian Given on 14 April 2005 and to the follow-up emails on 19 and 27 April 2005

Co-operative Education

N.B and GC reported on their respective discussions with the Chairman and Deputy Chairman of Murray Goulburn. GC reported that the Deputy Chairman was proposing a meeting with CFV, Murray Goulburn and the Chief Executive Officer of the Gardiner Foundation.

It was also agreed to follow-up the Chief Executive Officer of the VDU and Rabobank. It was noted that Murray Goulburn would know who to approach at Rabobank.

It was agreed that deadlines needed to be established for co-operative education: By the end of June 2005, obtain and source significant organisational support and minimum funding of \$100,000 for co-operative education from Victorian Government, co-operatives and other sources.

'Moved: N. Black S: G. Charles CARRIED

Herd Improvement

NB said that he would discuss with Bernie Harford, Genetics Australia, regarding the future of herd improvement co-operatives and the threat from the USA,

ISP and Web Hosting

It was agreed that the Secretary would prepare an options paper with a recommendation. Directors concerned with the recommendation should contact the Chairman or Secretary immediately.

Next meeting: 10:30 am Monday 30 May 2005 at Substitution Pty Ltd

Prepared by Secretary: 28 April 2005

Checked by Chairman:

Emailed to directors:

Current Internet connection is ADSL broadband 512/128. This is quite adequate.

Web site is static. CAV is funding us to create a dynamic web site. This will make the public interface of the site more accessible and manageable not more complex.

	Requirement	IINET	NETC	WESTNET
Technical support	Availability during evenings, weekends and public holidays	24/7	Daytime but not evenings, weekends and public holidays	5:00am – 1:00am WST 364 days a year (Closed Christmas)
Monthly Broadband 512/128	A 25% plus reduction on \$89.90	512/128 no longer available	\$89.90 Unlimited	\$59.95 shaping after 14GB
Monthly Broadband 1500/256		\$59.95 5GB \$79.95 10GB	\$109.95 2GB \$149.95 20GB	\$59.95 5GB \$89.95 20GB
phpWordPress	Installation of software	Not verified but would expect no problem.	No – alternative customisation offered.	Yes complies with requirements.
Web Hosting static	No longer applicable.	\$1700	\$247 – a very good price.	\$330
Web hosting dynamic	Competitive with NETC	\$1700 plus	\$800-1100 but further discount might be possible	\$680 up to

Recommendation:

Transfer to Westnet as soon as possible based on cost for ISP and web hosting and accessible technical support. If cost is competitive, then, accessible technical support as with IINET and WESTNET is absolutely critical.

This will be implemented immediately unless directors object. This is because of the need to test the dynamic site and lengthy process involved in transferring content from old static to new dynamic site.

David Griffiths
29 April 2005

phpWordPress

Features and Requirements

News / Article Management System Main Features

phpWordPress is an article management software that helps you create a full article website easily. Not only you will be able to create different layouts easily, you can also have different groups of people to help you manage your content with the built-in privilege system.

Main features:

- The system auto-dates new articles, or you can change the date manually.
- Easily customize HTML templates to match the look and feel of your website.
- Supports multiple users with different access levels and permissions.
- Format content with no HTML skills using the WYSIWYG editor
- Build Static SE Friendly Pages.
- Ability to publish different kinds of articles: Full Article, Summary only, Internet URL (summary and link to an outside website), Uploaded file (summary and link to a document like a PDF, spreadsheet, or Word Document).
- Ability to control individual article components (comments, ratings, position, etc.)
- Webmaster syndication: share content of your website via JavaScript or XML feeds.
- NEW! - Export articles as .PDF files

System Requirements

We're confident you can run the article management software on your website, but if you want to make sure, here are the system requirements:

- **Website** - You must have a website in order to install the software. The software does not run on your PC, it runs on the actual computer that hosts your web pages.
- **PHP 4+** - Your web server must have PHP 4 or better. Your network administrator can download the latest version of PHP from <http://www.php.net>. PHP is extremely common though, and installed on virtually every webserver on Earth.
- **MySQL** - Your web server must be setup to allow database access. MySQL 3.23 or later required.
- **FTP Access** - You will be transferring files from your local computer to your website, so you will need some kind of "File Transfer Protocol" software. We recommend CuteFTP .
- **Write Access** - You must be able to make files and directories writable on your web server. If the software doesn't have write access it won't be able to update its data files.
- **Sendmail/SMTP** - Mail server required for optional email notification functionality.
- **mod_rewrite** - Apache Web server module required for usage of Search Engine Friendly URLs.